

**Narrative Statement Supplemental Form**

**Financial Management Clerk, FSN-05/FP-09**

**Name:**

**Date:**

**INSTRUCTIONS:** Please use the right side column to explain in detail how you meet the qualification for this vacancy announcement. This information will be used to determine if you meet the required qualifications for this position.

<i><b>Qualification requirements</b></i>	<i><b>My qualifications and how they meet the vacancy announcement requirements.</b></i>
Completion of a secondary school is required.	
1-2 years of administrative work experience in a financial office is required.	
Level III (Good Working Knowledge) in English, Russian and/or Tajik is required. Language proficiency will be tested.	
Must be adept at organizing and reorganizing his/her own work.	
Must be able to explain clearly and concisely the rationale for decisions, such as reason for denied payment or request for additional information.	
Ability to use MS Office Word and Excel and draft correspondence is required.	